

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston WV 26452
Phone:(304)269-8200
FAX: (304)269-2416
Email:lewiscountycommission@lewiscountywv.org
Website: lewiscountywv.org



COMMISSIONERS:
Agnes Queen, President
Patrick Boyle, Commissioner
Rod Wyman, Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452

Tuesday, March 26, 2019
10:00AM

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00 AM** **Call Meeting to Order**
- 2. 10:05 AM** **John Breen, Lewis County Assessor**
RE: Exonerations, Consolidations, Apportionments
Draft copies will be available for review on Friday, March 22, 2019.
(*action required*)

APPOINTMENTS

- 3. 10:10 AM** **Josh Hinchman, Lewis County Park Director**
RE: Maintenance Position
The Lewis County Park Director requests advice and consent per West Virginia Code §7-7-7 to hire Daniel Messenger as a Maintenance Employee.
(*action required*)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** The Upshur County Commission Agenda for March 21, 2019 is presented for review. (*information only*)
- 5. Jane Lew Public Service District Meeting Minutes and Agenda:** Minutes of the February 14, 2019 Jane Lew Public Service District Regular Meeting and the agenda for the March 14, 2019 meeting are presented for review. (*information only*)
- 6. Lewis County Board of Education Receipt of Payment in Lieu of Taxes Funds:** Funds in the amount of \$26,226.76 have been received by the Lewis County Board of Education for Payment in Lieu of Taxes (PILT). This is a result of the leasing of lands for flood control by the United States Department of Interior per WV Code§20-3-18. (*information only*)
- 7. Lewis County Park Board Minutes and Agenda:** Minutes of the February 26, 2019 Lewis County Park Board Regular Meeting and the agenda for the March 25, 2019 meeting are presented for review. (*information only*)
- 8. Records Management and Preservation Award:** Governor Justice has announced a Records Management and Preservation Grant to Lewis County in the amount of \$10,000.00 to provide scanning and imaging for the Lewis County Clerk and Lewis County Circuit Clerk's offices. (*information only*)

BUSINESS

9. **Boards and Committees Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Budget Work Session; West Virginia American Water Meeting; Lewis County Park Board. *(information only)*
10. **Approval of the Fiscal Year 2017 and 2018 Lewis County Audit Adjustments:** The West Virginia State Auditors Office has presented audit adjustments for Fiscal Year 2017 and 2018. These adjustments are needed to clarify the county's financial statement. This is a clerical issue only. The Lewis County Commission will be asked to approve these adjustments. *(action required)*
11. **Deputy Sheriff Resignation:** Lewis County Deputy Sheriff Jamie Turner has tendered his resignation of employment effective March 31, 2019. The Lewis County Commission is asked to accept this resignation. *(action required)*
12. **Approve the Fiscal Year 2020 Budget:** The Lewis County Commission conducted work sessions with elected officials and department heads and submitted the commission's departmental budget approvals back to the offices. All have approved the submission. The Lewis County Commission is now asked to approve the Fiscal Year 2020 budget for submission to the Lewis County Auditor's Office. *(action required)*
13. **Timesheet and Leave Requests:** *(action required)*
 - a) Lucinda A. Whetsell February 2019 Monthly Time Sheet *(tabled)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

14. **Actions of the Clerk:** County Clerk Cynthia S. Rowan presents actions of the clerk in recess of the county commission for approval. Draft copies will be available for review upon request Friday, March 22, 2019 *(action required)*
15. **Approval of Estates:** County Clerk Cynthia S. Rowan presents the estates ready for settlement to the Lewis County Commission for approval. Draft copies will be available for review upon request Friday, March 22, 2019 *(action required)*
16. **Presentation by the County Clerk of the Orders of Prior Meeting(s):** The Lewis County Clerk presents the Orders (minutes) of previous Lewis County Commission meeting(s) for approval. Draft copies will be available for review upon request Friday, March 22, 2019 *(action required)*
17. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, March 22, 2019 *(action required)*

ADJOURNMENT:

18. **With no further action being required by the Lewis County Commission the meeting will be adjourned.** *(action required)*

LEWIS COUNTY COMMISSION MEETING MANAGEMENT

- Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date.
- Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission.
- Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance.
- Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute.
- Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker.
- Motion required for consideration of vote.
- All votes unanimous unless otherwise stated.

Roberts Rules of Order is utilized as a guide only. The Commission controls meeting management, discussion and input.

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: March 21, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• March 14, 2019

10:00 a.m. Bid Award -- COPS Camera Surveillance Project

Items for Discussion / Action / Approval:

1. Discuss Brushy Fork and Stoney Run road complaints.*
2. Review and approve Independent Contractor Affidavit.*
3. Correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, requesting permission to place a "Memorial Bench" at the Upshur County Pool memorializing Tappan William Squires. Upon approval, all costs associated with the construction and placement of the bench will be covered by Tappan's close friends and acquaintances.*
4. Correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, seeking permission to utilize the Upshur County Pool on June 1, 2019 from 9 a.m. to 11 a.m. A fundraiser will be held on behalf of the Splash Williams' Scholarship Fund in memory and honor of Tappan Williams Squires. Upon approval, the "Laps for Tap" would take place in the pool. Lifeguards and event insurance would be provided in advance.*
5. Correspondence from Kirsten Coit-Fetty and Jennifer K. Bennett, on behalf of the Splashers Buckhannon Swim Club, requesting use of the Upshur County Pool for swim practice and home swim meets during the 2019 pool season. A Certificate of Insurance will be provided and the Club is able to pay \$50 for each home meet to cover the expense of a lifeguard. Upon approval, payment will be made after July 11th upon receipt of an invoice from the Office of the Upshur County Commission.*
6. Correspondence from the Lewis-Upshur Animal Control Facility in conjunction with Claws & Whiskers Rescue Foundation, requesting a donation to be utilized to fill purses or be used as a silent auction item.*
7. Review and approval of BU Recreational Park Facilities Director job description.*
8. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility

Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Correspondence from Governor Jim Justice announcing the Records Management and Preservation Board grant award in the amount of ten thousand seven hundred thirty seven dollars (\$10,737) to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk.
2. Federal Aviation Administration Outlay Request Number 4 in the amount of sixty eight thousand six hundred eighty eight dollars (\$68,688) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV.
3. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment #25 dated March 8, 2019.
4. Upshur County Safe Structures and Sites Enforcement Board Petition for Order --- Case Number 101118-01 (Warren Tax District – Tax Map 6B – Parcel Number 11)
5. Hodgesville PSD Operating Budget for July 1, 2018 through June 30, 2019
6. Upshur County Sheriff's Financial Statement for period ending February 2019
7. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – February 2019
8. Appointments Needed or Upcoming:
 - Tennerton Public Service District (unexpired term – July 31, 2019)

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Next Regular Meeting of the Upshur County Commission
March 28, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Regular Meeting

March 14, 2019 4:00 PM

~~ Public Board Meeting Agenda ~~

I. Call to Order (Mills)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes (02/14/2019)

III. General Manager's February Reports (Gee)

A. WATER:

1. Water Bills
2. Water Treasury Report
3. Water Adjustments Report
4. Water Purchase, Sales & Loss Report
5. Water Preventive Maintenance Report (*preventing unplanned breakdowns*)
6. Water Repairs Report (*fixing unplanned breakdowns*)
7. Leak Detection Report
8. Cross Connections/Backflow Report
9. New Taps (non-project)
10. Other

B. WASTEWATER:

1. Wastewater Bills
2. Wastewater Treasury Report
3. Wastewater Adjustments Report
4. Wastewater Treatment Purchase, Sales & Loss Report
5. Wastewater Preventive Maintenance Report (*preventing unplanned breakdowns*)
6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
7. New Taps (non-project)
8. Other

IV. New Extensions and Road Bores (Gee)

V. PSD Policies and Job Descriptions (Flaxer)

VI. Personnel (Gee)

VII. Announcements (Gee)

VIII. Correspondence (Gee)

~~ OLD BUSINESS ~~

IX. [Kelsh's] Proposed Employee Personal Vehicles Policy, 1st reading (Gee)

X. Amended Personnel Policy 3.7, Compensation for Rental of Employee-Owned Equipment (2nd reading) (Flaxer)

XI. Amended Personnel 2.4, Holiday Policy (2nd reading) (Flaxer)

XII. Purchase of New Side-by-Side (Gee)

~~ NEW BUSINESS ~~

XIII. Purchase of used crane truck (Gee, Bailey)

XIV. Late-Received Agenda Items (Gee)

XV. Adjournment (Mills)

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Minutes of Regular Meeting

February 14, 2019

Present: Oscar R. Mills (Chairman); Elaine B. Flaxer (Secretary); Thomas E. Bailey (Board); Nancy E. Gee (General Manager)

Guests:

Absent:

- I. **Call to Order:** The meeting was called to order by Chairman Mills at 4:01 p.m. at Jane Lew PSD Office, 70 Park Avenue, Jane Lew, WV.

~ ROUTINE MONTHLY BUSINESS ~

II. **Minutes:** (01/10/19)

MOTION: (Bailey/Mills) to approve attached Minutes of 01/10/19 regular meeting. [Carried Unanimously]

III. **General Manager's January Reports** (Gee)

A. **WATER:**

1. **Bills** (Attached)

MOTION: (Flaxer/Bailey) to ratify payment of attached list of water invoices for January 2019. [Carried Unanimously]

2. **Treasury Report** (Attached)

MOTION: (Mills/Bailey) to approve attached Water Treasury Report for January 2019. [Carried Unanimously]

3. **Water Adjustments Report** (Attached)

MOTION: (Bailey/Mills) to approve attached Water Adjustments Report for January 2019. [Carried Unanimously]

4. **Water Purchase, Sales & Loss Report** (Attached) – actual unaccounted loss of 10%. (unfound leak)

MOTION: (Flaxer/Bailey) to approve attached Water Purchase, Sales & Loss Report for January 2019.

[Carried Unanimously]

5. **Water Preventive Maintenance Report** -

- a) **Lines** – visual check when reading meters
- b) **Loss Prevention/leak detection** – daily readings recorded; searching for leaks
- c) **Fire + Flushing Hydrants** [57 + 25] – complete system will be done before September 2019
- d) **Valves** [148] – all valves will be exercised between June and August
- e) **Meters** [659] – changed out 1" meter at car wash
- f) **Booster Stations** [3] –
- g) **Tanks** [2] – monthly check done; installed new batteries in telemetry at big tank
- h) **Office Furnace + A/C** – too early for professional spring checkup
- i) **Vehicles** [Truck + ½ Buggy] – changed oil and fluids, new wiper blades (truck)
- j) **Generators** [1 big port + 2 small] – exercised
- k) **Expensive Equipment** [Mower] –
- l) **Critical Inventory** – in good shape
- m) **Other** –

6. Water System Repairs Report (fixing unplanned breakdowns) – replaced heater in Chesapeake Hill booster station; replaced radiator on water truck
7. Water Leak Detection Report (finding & repairing actual leaks)– leak found in front of Tom Frazier residence, but found too late to be calculated into January water loss report
8. Cross-Connections/Backflow Report – Gee updated list, gave copy to Matt for follow up, and sent copy to Danny Messenger (backflow tester) for follow up
9. New Non-Project Water Taps – none
10. Other –

Water Assignments

- ✓ Gee to see that cross-connections/backflow work is done
- ✓ Gee to follow up on tank maintenance
- ✓ Gee to obtain pepper spray gun instruction.
- ✓ Gee to continue work on water rate increase.

B. WASTEWATER:

1. Wastewater Bills (Attached)

MOTION: (Bailey/Mills) to ratify payment of list of Sewer invoices for January 2019. [Carried Unanimously]

2. Wastewater Treasury Report (Attached)

MOTION: (Bailey/Flaxer) to approve Sewer Treasury Report for January 2019. [Carried Unanimously]

3. Wastewater Adjustments Report (Attached)

MOTION: (Flaxer/Bailey) to approve Sewer Adjustments Report for January 2019. [Carried Unanimously]

4. Wastewater Treatment Purchase, Sales & Loss Report (Attached) -

MOTION: (Bailey/Flaxer) to approve Sewer Treatment Purchase, Sales & Loss Report for January 2019. [Carried Unanimously]

5. Wastewater Preventive Maintenance Report (attached)

- a) Lines– Jason will flush & camera part of the lines between June & October
- b) I&I Prevention – Jason needs to smoke test system. Board recommended borrowing smoke tester from Bridgeport or WVRWA.
- c) Manholes [594] – Jason will continue updating and recording locations of all manholes starting in March
- d) Duplex + ABS Grinder Pumps [5 + 2] – amped and added enzymes; rebuilt spare E-1 pump
- e) Lift Stations [16 total] – pulled pump 2 at Station 4, cleaned & replaced; plan to clean all lift stations in August
- f) Bar Screen [1] – cleaned every Friday
- g) Vehicles – [Truck & ½ Buggy] – will have oil changed and tires rotated every 3,000 miles
- h) Generators [3stat. + 2 port.] – exercised and checked fluids every Friday at stations; portable generators exercised and checked monthly
- i) Classroom Furnace & A/C – too early for professional spring maintenance
- j) Expensive Equipment [mower] –
- k) Critical Inventory – in good shape

6. Wastewater Repairs Report (attached) –

- ✓ Replaced E-1 pump at Lanetta Myers; pulled pump at Lift 5 and replaced bolt
- ✓ Lift 5 DISCUSSION: problems still ongoing. ABS installed data logger on 1/16. Jason removed and sent back on 2/7. No word yet on results. Board wants follow-up.

7. New Non-Project Sewer Taps – none

8. Other –

Wastewater Assignments

- ✓ Gee to follow up on Lift 5 continuously until problem is solved.
- ✓ Gee to remind Jason or Oscar to borrow Bridgeport's smoke tester.

IV. Update: Pending Non-Project Extensions and Road Bores (Gee) - noneV. Update: Board Review of PSD Policies and Job Descriptions (Gee/Flaxer) – nothing done

- A. Private Fire Protection Policy
- B. Revise Water Job Description to be consistent with a water PURCHASE entity

VI. Update: Personnel Matters (Gee) – none

- A. Office Staff-
- B. Sewer Staff -
- C. Water Staff -

Assignments

✓

VII. Announcements:VIII. Correspondence: -

- A. Letter (01-05-19) from Bennett & Dobbins, CPA, to Jane Lew PSD Board, RE: Annual Report, Copy attached.
- B. Notice (01-22-2019) from HG Energy II Appalachia, LLC, RE: Notice of Entry for Plat Survey.
- C. Letter (01-29-2019) from Mike Hawranick, P.E. District Eng., DHHR, BPH, to Nancy Gee, RE: Jane Lew PSD Public Water System PWSID #3302103, Lewis County, Attachment: Sanitary Survey
NOTE: no significant deficiencies
- D. Letter (02-04-2019) from Nancy Gee to Mike Hawranick, RE: Jane Lew PSD 2019 Sanitary Survey, PWSID #3302103.

~ ~ OLD BUSINESS ~ ~

IX. Personnel Policy 3.7 Compensation for Rental of Employee-Owned Equipment (Gee & Flaxer)

Discussion: Flaxer asked Atty Kelsh to review current policy, compare with his proposed policy regarding employee-owned vehicles, and suggest revisions as necessary. Kelsh sent redline proposed revision of 3.7 (attached). Board asked Gee to contact Ethics Commission and clarify status of \$1,000 compensation limit. Also, Board could not see reason to delete PSD's rationale for adopting 3.7 in the first place, as it makes clear PSD is not playing favorites with an employee. Flaxer to discuss with Kelsh again. Action to be taken at time of second reading at March Regular Meeting.

Proposed Amendments to current Holiday Policy Personnel 2.4 (Flaxer) – Board discussed and had no suggestions. Purpose of amendment is to clarify that PSD will observe any holiday not on our official list if so designated by the Governor, but for that one year only. Action to be taken at time of second reading at March Regular Meeting.

~ NEW BUSINESS ~

XI. Purchase of new Side-by-Side (Gee)

Discussion: Gee reported that our men say the PSD buggy will not start. Gee has taken the initiative of obtaining three estimates for a new vehicle, one of which is not equivalent to the other two. The Board held a lengthy discussion, from which two mandates evolved: 1) Gee needs to verify mechanical status of current buggy, and 2) Board will not approve PSD having two buggies. Board also examined the two equivalent estimates for specifications and price.

MOTION: (Flaxer/Bailey) If purchase of a new side-by-side is warranted after professional inspection by a qualified mechanic, to authorize the purchase of the John Deere XUV for \$10,474 as per attached Quote ID #18680728, the cost to be split evenly between Water and Wastewater Divisions, and the old side-by-side to be sold by General Manager Gee as soon as a suitable buyer can be found. [Carried Unanimously]

XII. Late Received Agenda Items

XIII. **Adjournment:** The meeting was adjourned by Chairman Mills at 5:19 p.m.



Oscar R. Mills, Chairman



Elaine B. Flaxer, Secretary

Attachments:

- January '19 Bills Paid (Water/Wastewater)
- January '19 Treasury Reports (Water/Wastewater)
- January '19 Adjustments Reports (Water/Wastewater)
- January '19 Water/Wastewater Treatment Purchase, Sales & Loss Reports
- All Correspondence noted above on Page 3
- Atty Kelsh's Redline Copy of Revised Personnel Policy 3.7
- Proposed Revisions to Personnel Policy 2.4
- All 3 dealer Quotes for new side-by-side buggy

E-Copies of Unapproved Minutes Sent to:

- James V. Kelsh, PSD Attorney (Bowles Rice)
- PSD Office
- Board Members

Assignments

- ✓ Gee to contact WV Ethics Commission
- ✓ Flaxer to contact Kelsh re revised policy 3.7
- ✓ Gee to secure qualified mechanic to inspect status of old side-by-side and cost of fixing
- ✓ Gee to follow up on purchase of new buggy if warranted
- ✓ Gee to sell old buggy ASAP



State of West Virginia

John B. McCuskey

**State Auditor and
Commissioner of Delinquent
and Nonentered Lands**

**Office of the State Auditor
County Collections Division
State Capitol, Building 1, Suite W-118
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305**

**Toll Free: (888) 509-6568
Telephone: (304) 558-2262
Fax: (304) 558-4156
www.wvsao.gov**

February 27, 2019

Monika Weldon
Treasurer of the
Lewis County Board of Education
239 Court Avenue
Weston, WV 26452

Dear Treasurer Weldon:

In the near future, you will receive a check in the amount of \$26,226.76 from the Office of the State Auditor, representing the funds allocated the Board of Education of Lewis County, as a result of the leasing of lands for flood control, navigation and allied purposes from the United States Department of Interior, pursuant to West Virginia Code Chapter 20, Article 3, Section 18.

As a pass-through entity, the Office of the State Auditor is responsible for monitoring the subrecipient's activity in order to provide reasonable assurance that the subrecipient is administering the Federal Award in compliance with Federal Regulations. As part of that responsibility, I'm making you aware of the following information:

Please be aware of the following information:

CFDA Title Number: 15.433
Award Name: Flood Control Act Lands
Name of Federal Agency: United States Department of the Interior

The Office of the State Auditor will request a copy of the Annual Audit Report for the Lewis County Commission in order to review your A-133 Audit. If any problems are discovered with the audit, you will be promptly notified in order that corrective action is taken.

If you have any questions concerning this distribution amount or procedures, please contact this office at (304) 558-2262, extension 2183.

Sincerely,

G. Russell Rollyson Jr.
Senior Deputy State Auditor

cc: The Honorable Adam Gissy
Sheriff, Lewis County

Joseph Mace
Superintendent, Lewis County Board of Education

The Honorable Patrick D. Boyle
President, Lewis County Commission

MINUTES OF THE LEWIS COUNTY PARK BOARD OF DIRECTORS

Meeting Date of February 26, 2019

Present: Gene Edwards, President, Barbara Paugh, Vice President, Betty Hill, Treasurer, Josie Britton, Secretary, Alyce Henry, Member, Shirley Taylor, Member, Josh Hinchman, Park Director, Tom Alkire, Maintenance, Agnes Queen, County Commissioner, Rod Wyman, County Commissioner, and Cindy Whetsell, County Commission Office

The meeting was called to order by Gene Edwards. Minutes from the previous meeting(November 26, 2018) were approved by Alyce Henry, seconded by Shirley Taylor.

Betty Hill went over the treasurer's report and also the projected budget for July 1, 2019 thru June 30, 2020. Alyce Henry made the motion to approve both the report and the budget. The motion was seconded by Barb Paugh. Betty also handed out the regular audit report for the year ending June 30, 2018.

There was no public comment.

Our new park director, Josh Hinchman, went over the director's report. He says they are doing routine maintenance at this time. Several pool tiles need replaced and may be quite expensive, estimating around \$4000.00. He will get more quotes to compare and Cindy Whetsell suggested that he also call Paddock Pools. Josh says he has also been talking to some local groups around the area to come up with some different activities for the park this year. He also noted that there were 7 applicants that applied for the open.positions in the maintenance department. The John Deere tractor is needing some work done to it. Lockard's has been called to come get it for repairs. Josh had some

concerns over questions he's had about family pool passes. According to him, our current admission prices are well under any other nearby facilities and it was his recommendation to NOT do a family pass and leave the current \$50.00 per person rate as is. He also thought we should purchase some new pool chairs, as we have several that are broken. It was his suggestion to raise the price of renting a pool chair from \$2.00 to \$3.00. Alyce Henry made the motion to purchase the chairs and raise the rental fee to \$3.00. Barb Paugh seconded the motion. Micrologic has been asked about getting public WIFI for the park. Frontier has also fixed the phone issues the park was experiencing. Alyce asked the new director if he felt park personnel should be drug tested. Josh said he did not see a need to test and that it was very expensive to do so. Josh also asked the board if we would consider renting 2 camper spaces to one pipeline employee from now until October at a discounted amount. He suggested rental be \$850.00 per month instead of \$1000.00 We normally charge \$500.00 per month per space. Alyce Henry made the motion to only charge the individual \$850.00 per month for 2 spaces. Josie Britton seconded the motion.

In old business, Alyce Henry asked if any decisions had been made about the issues we were having with the Lewis County high school tennis team. Richard Messenger was not present to update us on the situation. Gene Edwards said he would personally get in touch with Richard about the matter.

Under new business, terms are expiring for three members. They are Gene Edwards, Glen Brown, and Andrea Clem. Barb Paugh made a motion to re-appoint all three members to the board. Alyce Henry seconded the motion. According to Agnes Queen, Heather Fluharty has been recommended by the County Commission to replace Tracey Weber's place on the board. New officers needed to be voted on at

tonight's meeting. Shirley Taylor made a motion to keep all officers as is. They are Gene Edwards, President; Barbara Paugh, Vice President; Betty Hill, Treasurer; and Josie Britton, Secretary. Alyce Henry seconded the motion.

The meeting was adjourned with the next meeting being scheduled for Monday, March 25, 2019, 6 pm at the Lewis County Courthouse.

Respectfully submitted by Josie Britton, Secretary

LEWIS COUNTY PARKS AND RECREATION AGENDA

Monday, March 25, 2019 @ 6:00 pm at the LC Courthouse

- 1) Call to Order**
- 2) Reading of the Minutes**
- 3) Treasurer's Report**
- 4) Public Comment**
- 5) Director's Report**
- 6) Old and Unfinished Business**
- 7) New Business**
- 8) Adjourn**

If unable to attend, please contact Gene Edwards at 304-269-4836



Jim Justice
Governor of West Virginia

March 1, 2019

The Honorable Agnes Queen, President
Lewis County Commission
110 Center Avenue
Weston, West Virginia 26452

Dear President Queen:

It is my pleasure to announce a Records Management and Preservation Board grant award of \$10,000 to provide improvements for the offices of the Lewis County Clerk and Circuit Clerk. Archives and History Director Joseph N. Geiger, Jr. of the West Virginia Department of Arts, Culture and History will be in contact with you soon regarding this project, which may commence on July 1, 2019.

I am confident the funds will be put to good use to improve the management and preservation of the county's records for the benefit of its citizens. Thank you for your efforts to enhance access to the public records of Lewis County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Justice".

Jim Justice
Governor

cc: Joseph N. Geiger, Jr.

JAMIE A. TURNER
2525 COPLEY ROAD
WESTON, WV 26452
681-533-9149

March 18, 2019

Sheriff Adam Gissy
117 Court Avenue
Weston, WV 26452

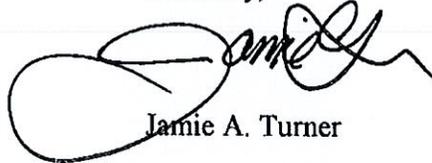
Dear Sheriff Gissy,

I wish to formally notify you that I am resigning from my position as a Deputy with the Lewis County Sheriff's Office. My last day of employment will be March 31, 2019.

This was not an easy decision to make. I am grateful for the many rewarding opportunities I have had with the Sheriff's Office. After much consideration, though, I have accepted an offer to return to work at Weatherford.

I wish you and the Office the very best.

Sincerely,



Jamie A. Turner